

## **FIRE CAPTAIN**

(Promotional Class)

### **DISTINGUISHING FEATURES OF WORK**

This is supervisory and skilled work in directing the activities of a small group of employees on an assigned shift or personally performing inspections and other fire prevention activities. An employee of this class is responsible for the efficient operation of all employees and equipment assigned to his shift and/or for conducting inspections according to an established routine. Immediate supervision is usually exercised over a small group of employees but inspection work usually involves little or no supervision over other employees. Work is performed under the immediate as well as the general supervision of a superior who reviews work for results obtained through personal observation and reports.

### **EXAMPLES OF WORK**

(Note: These examples below indicate only the general type of work performed in these positions and are not intended to restrict duties to those listed.)

Responds to all fire alarms and emergency calls upon assignment, selects route to scene of action, recognizes situation and proceeds to take action to eliminate undesirable existing conditions.

Supervises and assists a company in the extinguishing of a fire, in the cleaning and care of a station, and in the servicing of all assigned equipment.

Inspects public buildings, business houses, hospitals, schools, and places of public gatherings for the purposes of detecting fire hazards or conditions which are otherwise hazardous to life or property.

Inspects hazardous manufacturing processes, storages, or installations of gases, chemicals, oil, explosives and flammable materials, interior fire alarm and automatic sprinkler systems.

Investigates the cause of fire hazards and makes a report of findings.

Investigates the cause, origin and circumstances of fires.

Performs minor clerical work as making reports of fires, personnel activities of company, and the preparation of requisitions for supplies and other simple records.

Trains and drills employees.

Performs various related duties as assigned or required.

The driving of departmental vehicles.

**NECESSARY KNOWLEDGES, SKILLS AND ABILITIES**

Thorough knowledge of the use and care of fire fighting apparatus, tools, and equipment.

Knowledge of state and municipal laws, statutes, ordinances, and regulations that apply to fire prevention and general public safety.

Good knowledge of the geography of the city, including the location of fire lanes, fire hydrants, water mains, other available sources of water supply, major fire hazards, and the location, names, and block numbers of streets.

Some knowledge of modern training procedures and practices.

Skill in the use and service of fire fighting tools, equipment and apparatus.

Skill in observation.

Skill in first aid.

Ability to give clear, concise, and effective commands and orders.

Ability to adopt a quick, effective and reasonable course of action in emergencies.

Ability to detect conditions hazardous to life and property and take correct action to eliminate the condition.

Ability to deal firmly but courteously with the public.

Ability to carry out oral and written instructions and orders.

**QUALIFICATION REQUIREMENTS**

Must be at least twenty-one (21) years of age.

Must be a regular and permanent employee in good standing in a class of the next lower level.

After offer of promotion, but before beginning work in this class, must pass a medical examination prepared and administered by the Appointing Authority, designed to demonstrate good health and physical fitness sufficient to perform the essential duties

SH	06-18-46
Rev	01-25-56
	01-05-95

of the position, with or without accommodation.